

**Wisconsin Urban Forestry Council Minutes**  
**Lincoln Park, Manitowoc WI**  
July 28, 2004

**Attendance:**

**Voting members:** Joan Stevens, Dick Welch, Jeff Edgar, Ken Ottman, Tim Bauknecht, Dave Liska, Mike Michlig, Travis Simmer (representing Bruce Allison).

**Ex – officio, non-voting members:** Lisa Burban, Dick Rideout

**Non-voting guests:** Joe McLafferty, Kathy Espoito, John Lubbers, John Van Ells, Tracy Salisbury, Jessica Schmidt

**Absent voting members:** Linda Barcz, Bob Brush, Laura Jull, Mike Maddox, Heather Mann, Mark Dochnahl, Christine Giese, Wayne Glowac, Jeff Gorman, Kevin Hinckley, Bob Skiera, Joe Wilson

**Meeting Minutes**

*Meeting called to order 10:00 am*

**There were not enough council members for a quorum!!!!**

**1.) TREE PLANTING WITH MANITOWOC OFFICIALS & MEDIA**

- Joe McLafferty , Director of Parks & Recreation, welcomed the UF Council to Manitowoc

**2.) CALL TO ORDER** Members introduced. Minutes from 5/19/04 were reviewed and approved with no changes.

**3.) FINANCIAL REPORT** - Presented, and approved with no changes.

**4.) NOMINATIONS – *Dave Liska***

- a.) **Vice Chair** – Ken Ottman has accepted the position of Vice Chair
- b.) **Expired Terms** – 6 positions expired at the end of June
  - Bruce Allison
  - Linda Barcz
  - Chris Giese
  - Ken Ottman
  - Laura Jull
  - Joan Stevens

Four out of the six (Allison, Barcz [with a replacement in the near future], Ottman & Stevens) are interested in serving another term. The other 2 positions need to be filled. Dave will talk with Laura Jull about staying on the council. If Laura isn't interested possibly approach Mid-State Tech or UW-Stevens Point.

**5.) COUNCIL STRUCTURE - *Dave Liska***

**a.) Ex-officio vs. regular members**

There are 4 ex-officio members:

- Lisa Burban (USFS)

- Bob Dahl (DATCP)
- Leif Hubbard (DOT)
- Dick Rideout (DNR)

There was discussion about the pros/cons of making ex-officio members voting members. Dick Rideout and Lisa Burban should stay ex-officio. Possibly ask someone else from USFS to become a voting member. Need to decide if DATCP, DOT, and USFS should become voting members.

*Table issue for further discussion*

**b.) Council organization – Dave Liska**

- Create a 4<sup>th</sup> committee that would be made up of the Vice Chair, Chair and Past Chair and call it the Executive Committee (similar to WAA organization).
- Need to create the position of Past Chair
- This committee would help with the organizational flow of the council
- Modification of the bylaws to create the position of past chair and create 4<sup>th</sup> committee (Annual Conference, Nominating, Communication are the current committees)

*General consensus was to move forward with this process; Dave Liska will draft language and propose at next meeting*

**6.) FORESTRY IN THE DNR NORTHEAST REGION – John Lubbers & Tracy Salisbury**

John Lubbers Forestry Report

- Northeast Region has 16 counties (3<sup>rd</sup> largest region)
- Forestry is consists of 5 areas (Fire, County Forestry, Private Forestry, Peshtigo River State Forest and Forest Health/Urban)

Tracy Salisbury Urban Forestry Report

- 6 municipalities (Appleton, Ashwaubenon, Howard, Marinette, Neenah & Oshkosh) received a DNR urban forestry grant to have 4 days of Arbor Master training – great example of communities working together
- Dick, Cindy, Don & Tracy have PDAs (hand-held computers) to demo tree inventory software for communities

**7.) GOVERNOR’S COUNCIL ON FORESTRY – Ken Ottman**

Invasive Species Task Group

- Met June 18 & 19 to discuss invasive species
- Focus on plants, insects & diseases
- Ken handed out a draft of Preliminary Study Report of the WI Governor’s Council on Forestry Invasive Species Task Group

*Call Ken on your comments in the next couple of weeks (Ken has it electronically, Dick will send it out)*

Governor’s Conference on Forestry

- Madison on November 8-10, 2004
- Joe Wilson will be the urban forestry champion at the conference, he will setup a team on how to handle the urban component
- Council will be actively involved with this “theme team”

***Council members should plan on attending this event!!!!***

**8.) FEDERAL FOREST SERVICE REPORT: Federal Allocation and New Resources -**

***Lisa Burban***

- Budget – allocation formula is being worked on, Midwest states will do ok
- Wisconsin's Federal 2004 budget - \$245,200 plus \$50,000 for Inner City projects
- Joe Wilson & Kelli Tuttle on NUCFAC – they are looking for more members, state coordinator rep(Dick Rideout could be a possibility)

**9.) GREEN INDUSTRY SURVEY RESULTS – *Dick Rideout***

- Green Industry survey results are in – this info could be used for public awareness and at the Governor's Conference on Forestry

*Dick Rideout will make sure everyone gets a copy of the survey results*

**10.) DNR REPORT – *Dick Rideout & Kathy Esposito***

**a.) Personnel status**

- SCR position has been announced for laterals, if none we can start interviewing outside applicants
- Grant managers laterals have closed, we have 2 candidates if they don't work we will open the positions to outside applicants
- LTE position open in Madison, applications due by August 5<sup>th</sup>
- SEN position is still open – UF Council needs to show support to fill this position. Send letters of support to DNR or Legislature (see below)

*Action items from last minutes (May 19<sup>th</sup>) still apply*

- 1.) *Letter to Secretary from UF Council –time have been vacant, why important to fill, etc.*
- 2.) *Letters from local boards, municipalities (Dane County Tree Board, South East Region).*
- 3.) *Letter to Paul (FLT) from Dick and Bob Mather to explain urgency of positions.*
- 4.) *DNR Partnership Team: External Partners lobbying support for staffing. Heather Mann will bring these positions to DNR Partnership team and lobby for these positions.*

**b.) Accomplishment tracking**

- Using strategic plan goal by goal and objective by objective
- Agenda item for the next RUFC meeting

**c.) Midwest regional urban forestry awareness campaign**

- Handout from Jill Mahon
- Forest service cannot campaign but they can provide tools to use

*Jill wants some input, look over handout and address the 3 items at the bottom, prepare comments for November UF Council meeting*

**d.) DNR urban forestry awareness report**

- UF council needs something to pass out at the Governor's Conference on Forestry(big bookmark) that contains UF info - have council members handout bookmark to make it more personal
- Champion tree measurers , invite the press with you – make a bookmark for champion trees with info about the program

*Kathy Esposito will develop public awareness ideas for the Governor's Conference on Forestry and send them to council members*

- Champion trees book needs updating, some possible suggestions: adding more pictures, only do top five instead of top 10
- Keep Kathy in mind when cool things are going on in urban forestry, she would like the opportunity to get out in the field

#### **11.) GREEN INFRASTRUCTURE TASK FORCE/COMMUNITY OPEN SPACE PARTNERSHIP – Dick Rideout & Jeff Edgar**

- DNR has already signed on – not sure if council can sign on, but UF council supports it

*Dick will check to see if the UF council can join this effort*

*Move to table until we have a quorum, but consensus is that the council supports this*

#### **12.) OLD BUSINESS**

- UF Impact Reports – Council Reps should get input from constituents about what the Urban Forestry Council can assist them with or what direction they would like to see the council go
- No Annual Conference speaker ideas
- WAA Conference Program Coordinator - Dan Traas is working on a replacement

#### **13.) NEW BUSINESS**

- National Arbor Day Foundation awards- nominate Tree City USA Banquet for Media award

*Be thinking of projects to nominate and send them to NADF – info on NADF website. Deadline is September 1.*

- Meeting attendance requirements – explore the option of having a Mandatory Meeting Attendance Policy (similar to Urban Open Space Foundation)
- Leaf questionnaire – Dave Liska believes this is very important, everyone should provide their input directly to Sarah Gilbert (715-346-4924). Urban Forestry portion will be out by 2005/2006

*Dick will check if deadline can be changed from August 9<sup>th</sup> and see if Sarah can attend the next council meeting*

#### **14.) PASSING OF THE GAVEL**

- Jeff passed the gavel to new UF Council Chair Dave Liska
- Jeff had the gavel engraved with WI Urban Forestry Council
- Jeff also created a journal for past and future council chairs to pass on words of wisdom

#### **15.) FUTURE MEETINGS**

The November 10<sup>th</sup> meeting must be changed since it coincides with the Governor's Conference on Forestry. *November 17<sup>th</sup> in Madison at DATCP is the proposed new date and place.*

*However, November 3 and October 27 are possible alternatives. Dick will poll the council and choose the best date.*

## 16.) ADJOURN

- Motion made to adjourn, seconded.

### **Handouts:**

*Financial Report* – Dick Rideout

*Preliminary Study Report of the Wisconsin Governor's Council on Forestry Invasive Species Task Group* – Ken Ottman

*Governor's Conference on Forestry info* – Ken Ottman

*July 2004 Council Notes* – Lisa Burban

*Urban Forest Research* – Lisa Burban

*Building Effective Partnerships Workshop* – Lisa Burban

*Public Awareness Campaign questionnaire* – Jill Mahon